

## manual change transmittal

TITLE	PROJECT DEVELOPMENT PROCEDURES MANUAL	APPROVED BY  TERRY L. ABBOTT, Chief	Date Issued: 01/09/2009
SUBJECT AREA	Use of Small Capital Value Projects – Project Initiation Document	ISSUING UNIT DIVISION OF DESIGN	Page 1
SUPERCEDES	CHAPTER: 9 – Project Initiation	DISTRIBUTION ON-LINE	
ADDS	APPENDIX R – Small Capital Value Projects – Project Initiation Document		

The official version of the *Project Development Procedures Manual (PDPM)* is the electronic version found on Caltrans Division of Design Website: <http://www.dot.ca.gov/hq/oppd/pdpm/pdpmn.htm>.

This revision incorporates the policies and procedures that are outlined in the memorandum dated January 9, 2009, *Small Capital Value Projects – Project Initiation Documents*. This revision includes the following:

### Chapter 9 - Project Initiation

- The small capital value projects (SCVP) project initiation document (PID) is the standard project planning, scoping, and programming document for SHOPP reservation projects with a total construction cost up to the Minor A contract limit, but more than the Minor B contract limit. This requirement is discussed in *Article 4 – Essential Procedures - Project Initiation Document Templates*.

### Appendix R

- This new appendix is added to the *PDPM* to include the template for the SHOPP Small Capital Value Project – Project Initiation Document.

PDPM subscribers are encouraged to use the most recent version available on-line at the above website. Should a subscriber choose to maintain a paper copy, the subscriber is responsible for keeping their paper copy up to date and current.